

FAIRFAX COUNTY PARK AUTHORITY

Request for Qualifications – Architectural/Engineering Basic Ordering Agreement Professional Services

Fairfax County Park Authority (FCPA) is soliciting qualifications from architectural/engineering (A/E) firms to provide professional services for feasibility studies, special design studies, special services, peer reviews, and design and construction administration of various capital facility projects of common park building and facility types under a basic ordering agreement (BOA). These building types include, but are not limited to, the following: recreation centers, administrative offices, maintenance facilities, restroom facilities, nature and horticultural centers, historic structures and other community and recreational facilities.

Fairfax County Park Authority intends to award contracts with a ceiling limit of \$6,000,000 per year to two firms for BOA work. The amount authorized for any one project shall not exceed \$2,000,000. Selected firms will be required to perform other miscellaneous design duties such as value engineering and peer reviews and shall have a full service consultant team including mechanical, electrical, plumbing, civil, structural, value engineering, independent cost estimating, LEED, interior design and HVAC commissioning. All services will be implemented on a task order basis (as-needed); no specific projects are identified at this time. The contracts will be for a one-year period, with the Park Authority's option to renew for four additional one-year periods.

A Selection Advisory Committee (SAC) will review and evaluate the Request for Qualifications of all firms based on the criteria listed below. Each criterion will be evaluated for the maximum number of points indicated below. These criteria will be used to determine the short list of firms to invite for interviews.

Criteria	Maximum Value
Prime Consultant's past performance on park-related projects that were successfully completed in Fairfax County or other local jurisdictions during the past ten (10) years.	35 points
Qualifications and depth of professional, technical, and field staff assigned to the team.	30 points
Prime Consultant's demonstrated experience with Fairfax County zoning and permitting requirements during the past five (5) years.	10 points
Prime Consultant's proven ability in designing and permitting multidiscipline projects in a compressed time frame during the past five (5) years.	10 points
Overall quality and completeness of the Request for Qualifications submission package.	10 points

Prime Consultant's experience providing A/E services under a Basic Order or similar type of contract agreement.	5 points
Total Points Available	100 points

The County intends to assign projects under the BOA's based on the following considerations:

- Specialized capabilities of consultant and sub-consultant team
- Availability of resources
- Previous experience on similar projects
- Performance on previously assigned task orders
- Value of previous authorized task order work

The SAC will short-list firms, conduct interviews, and make selection recommendations to the Park Authority Planning and Development Division Director. Interviews from a short-list of selected firms are projected to be held in February 2016.

Consultant teams that wish to be considered for this BOA must submit three (3) copies and one PDF of their Statement of Qualifications. The Statement of Qualifications should be forwarded to Mr. David Bowden, Director, Planning and Development Division, Fairfax County Park Authority, 12055 Government Center Pkwy, Suite 406, Fairfax, VA, 22035. The Statement of Qualifications must include, but not be limited to the following information:

- Statement of Interest.
- Attachment A- Prime Consultant's Past Performance on Park-Related Projects. Complete a separate form for each project (up to five (5) projects) and include any relevant supporting information.
- Attachments B1 and B2-Prime Consultant's and Sub Consultant's Staffing. In addition, provide a single sheet resume for each staff member on the team.
- Attachment C-Prime Consultant's Experience with Fairfax County Zoning and Permitting Requirements.
- Attachment D-Prime Consultant's Ability to Design and Permit Multidiscipline Projects in a Compressed Time Frame. Complete a separate form for each project (up to three (3) projects) and include any relevant supporting information.
- Attachment E- Prime Consultant's Basic Order Agreement Experience.
- Additional information that will further document Prime Consultant and Sub Consultant qualifications for this BOA.

The Microsoft Excel files for attachments A through E are available at <http://www.fairfaxcounty.gov/dpsm/tempdocs/rfqarchforms.xlsx>

All Statement of Qualifications shall be delivered no later than 3:30 p.m., local prevailing time, Wednesday, December 9, 2015. Statement of Qualifications received after this date and time will not be considered. The Statement of Qualifications shall not exceed fifty (50) double-sided sheets or one hundred single-sided sheets, including the required attachments. Questions related

to this solicitation should be directed to Isabel Villarroel, Planning and Development Division at 703-324-7195 or email Isabel.Villarroel@fairfaxcounty.gov

Fairfax County is committed to paying a living wage to all qualified County employees and encourages contractors and subcontractors involved in all County programs, services, and activities to pay a living wage to their employees.



If accommodations and/or alternative formats are needed, please call (703) 324-8563, at least 10 working days in advance of the registration deadline or event. TTY (703) 803-3354.